

**Coachella Valley Conservation Commission**  
**Joint Project Review Application**  
Revised 2023



The Joint Project Review (JPR) process does not begin until CVCC staff notifies the Permittee and Applicant that the application is complete.

**PERMITTEE INFORMATION**

Permittee: \_\_\_\_\_ Conservation Area: \_\_\_\_\_

Permittee Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Permit/Plan No: \_\_\_\_\_ JPR Application Date: \_\_\_\_\_

**PROJECT APPLICANT INFORMATION**

Project Applicant and Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street

City State ZIP

Daytime Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**PROPERTY OWNER INFORMATION**

Assessor's Parcel Number(s) (APNs): \_\_\_\_\_

Property Owner/Owner's Representative: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street

City State ZIP

Daytime Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## PROJECT SUMMARY AND SUPPORTING DOCUMENTS

Project Summary: \_\_\_\_\_

Total Acres of Project Site: \_\_\_\_\_

Total Acres Planned for Disturbance: \_\_\_\_\_

Total Acres Planned for Permanent Conservation: \_\_\_\_\_

Please include the following documents with your application. Insufficient detail may result in a delay to initiation of the JPR process.

- ☐ Detailed project description describing scope of work, location and nature of disturbance, and any planned restoration efforts. Applicants are encouraged to review the avoidance, minimization, and mitigation measures, land use adjacency guidelines, and any required measures for the impacted Conservation Area as described in sections 4.3-4.5 of the Coachella Valley Multiple Species Habitat Conservation Plan prior to submitting this application. Documents and data are available at [www.cvmshcp.org](http://www.cvmshcp.org).
- ☐ Geospatial data delineating disturbance areas in ESRI Shapefile or File Geodatabase (preferred), or Keyhole Markup Language (KML) format. Applications for a single-family dwelling are not required to submit geospatial data.
- ☐ Map(s) depicting project location, areas of proposed disturbance, and areas of proposed conservation. Maps should be at a 1:24,000 scale or finer and include section, township, and range.
- ☐ Additional supporting documents (consistency analysis, existing permits, etc.). Projects taking place in fluvial sand transport corridors should include a hydrological analysis depicting the project's impact on fluvial sand transport.

The disturbed area is any portion of the earth's surface or natural vegetation that has been physically moved, uncovered, destabilized, or otherwise modified from its undisturbed natural condition pursuant to a legally issued land use, grading or building permit. This definition does not include land that has been restored to a native condition, such that the vegetative ground cover and soil characteristics are equal to surrounding conditions.

Examples of disturbance include but are not limited to: staging areas, areas of side casting, slough, stockpiling, and spillage or otherwise impacted in preparing the property for development; areas to be disturbed in installing septic tanks and leach fields including the expansion area for leach fields; and any off-site improvements such as roads or sewers required as a condition of approval.

Permanent conservation is an undeveloped portion of a parcel that is legally described and permanently protected through an appropriate legal instrument and that allows for long-term monitoring and management in perpetuity.

### Coachella Valley Conservation Commission

74-199 El Paseo Suite 100, Palm Desert, CA 92260 Phone: (760) 346-1127

**AUTHORITY FOR THIS APPLICATION IS HEREBY GIVEN:**

I certify that I am/we are the owner(s) of record or authorized agent and that the information filed is true and correct to the best of my knowledge. An authorized agent must submit a letter from the owner(s) indicating authority to sign the application on the owner's behalf. As the owner of record/authorized agent, I hereby authorize the information to be released to Property Owner(s)/Owner's Representative/authorized agent.

Please submit a scanned PDF of your signed application with all project documentation.

\_\_\_\_\_  
PRINTED NAME OF PROPERTY OWNER

\_\_\_\_\_  
SIGNATURE OF PROPERTY OWNER

\_\_\_\_\_  
PRINTED NAME OF PROPERTY OWNER  
REPRESENTATIVE

\_\_\_\_\_  
SIGNATURE OF PROPERTY OWNER  
REPRESENTATIVE

If the subject property is owned by persons who have not signed as owners above, attach a separate sheet that references the application case number and lists the printed names and signatures of all persons having an interest in the property.

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